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I	A
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State Abbreviation

Head Coach's Last Name: \_\_\_\_\_



## 2012-2013 Iowa High School and Scholastic Clay Target Program<sup>SM</sup> Assistant Coach and Adult Volunteer



Use this form to register Assistant Coaches & Adult Volunteers working directly with Iowa HS/SCTP Athletes.

Check One: ☐ Assistant Coach ☐ Adult Volunteer

☐ Yes, I acknowledge that I am a Volunteer of the Iowa High School/Scholastic Clay Target Program (SCTP), a program of the Iowa DNR/Scholastic Shooting Sports Foundation (SSSF) through which gun clubs, shooting facilities and other organizations committed to the development of young adults can provide these individuals with opportunities to participate in organized, adult supervised YOUTH DEVELOPMENT PROGRAM utilizing the clay target sports.

☐ Yes, I acknowledge that I have received a copy of the SCTP Assistant Coaches and Adult Volunteer Guidelines. I have read and understand these Guidelines and agree to act in accordance with them and in the best interests of the SCTP. Furthermore, I understand that my participation in the SCTP as a volunteer does not create any employment, independent contractor, partnership, agency or any other relationship between myself and the SSSF.

Volunteer for Discipline(s): ☐ Trap ☐ Skeet ☐ Sporting Clays ☐ Olympic Trap ☐ Int'l Skeet

Team Name \_\_\_\_\_

First Full Name \_\_\_\_\_ Last Name \_\_\_\_\_

Home Address (no PO Boxes) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone (\_\_\_\_\_) \_\_\_\_\_ Home Phone (\_\_\_\_\_) \_\_\_\_\_

Cell Phone (\_\_\_\_\_) \_\_\_\_\_ \*E-mail address \_\_\_\_\_

Fill in date started with SCTP (mm/yyyy): \_\_\_\_\_ Iowa Driver's License Number \_\_\_\_\_

Coach/Instructor Certification from: \_\_\_\_\_ Issue Date: \_\_\_\_\_

Adult T-Shirt Size: \_\_\_\_\_

***\*Email will be** our primary form of contact and the Head Coach's email address will be our primary point of contact. If any of your contact information changes, please notify the Iowa DNR and SCTP National Office with the update(s) as soon as possible.*

\_\_\_\_\_  
Signature of Assistant Coach or Adult Volunteer

\_\_\_\_\_  
Date Signed

If participating in the SCTP, a coach fee of \$25 is required. Accepted forms of payment are: Check (payable to SSSF) or credit card. This acknowledgement form must be signed and returned to S.S.S.F and/or Iowa DNR per the instructions listed on page 2 of the Team Registration Form. All forms are available at: <http://www.iowadnr.gov/idnr/Recreation/ShootingSports/ClayTargetProgramSCTP/CoachProgramResources.aspx>

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Head Coach's Last Name: \_\_\_\_\_

## Scholastic Clay Target Program<sup>SM</sup> Assistant Coach and Adult Volunteer

The Scholastic Clay Target Program (SCTP<sup>®</sup>) is a program of the Scholastic Shooting Sports Foundation (SSSF) through which gun clubs, shooting facilities and other organizations committed to the development of young adults can provide these individuals with opportunities to participate in organized, adult supervised trap, skeet and sporting clay activities including the international games of Olympic Trap and I.S.S.F. Skeet. The SSSF in cooperation with the National Shooting Sports Foundation (NSSF), the Amateur Trapshooting Association (ATA), the National Skeet Shooting Association (NSSA), the National Sporting Clays Association (NSCA) and USA Shooting (USAS), has exposed thousands of individuals in grades 12 and under to the positive experience of the shooting sports.

The SCTP is more than just another shooting program. The SCTP is designed to instill in young people a set of personal values and character traits that teaches fair play, compassionate understanding, individual responsibility, sportsmanship, self-discipline, and personal commitment - qualities necessary to become successful and contributing members of society.

Competition is a part of the SCTP, but it is not the program's underlying principle. The "win-at-all-costs" philosophy has no place in the SCTP. Striving to win while playing by the rules does. It is the DUTY of everyone involved in the SCTP- coaches, parents and participants- to be role models for SCTP team members to emulate by upholding high moral and ethical standards of personal conduct.

SCTP activities are designed to incorporate two indispensable elements - SAFETY AND FUN. SAFETY is incorporated into ALL facets of SCTP activities. Team practices and competitive shoots include the element of FUN for all participants. SCTP participants learn the safe and responsible handling and use of firearms. They discover the joy of contributing to a shared team goal and the commitment that goes along with it. During this self-discovery process team members develop proficiency in a sport that can be shared and enjoyed with family and friends for a lifetime.

### General Guidelines: Assistant Coach and Adult Volunteer

Assistant Coaches and Adult Volunteers working directly with young athletes play a critical role in SCTP program within their respective states by promoting the principles of the SCTP while acting in the program's best interest. SCTP Assistant Coaches and Adult Volunteers perform a variety of functions to support SCTP activities for which the SSSF is indeed grateful.

The following guidelines identify what is expected from all SCTP Assistant Coaches and Adult Volunteers.

Assistant Coaches and Adult Volunteers MUST:

- 1) Be 18 years of age or older.
- 2) Work cooperatively with youth, families, SCTP National Staff, range operators, event organizers, and others in a mature, courteous and respectful manner.
- 3) Accept individual responsibility for the safety and security of all athletes, bystanders and spectators.
- 4) BE a positive role model by exhibiting good sportsmanship, promoting fair play, showing compassion, and demonstrating a personal commitment to the SCTP's mission of youth development.
- 5) Know their state firearms laws and what the legal requirements are for participation.
- 6) Agree to a secure background check.
- 7) Ensure that everyone, including the parents of participants, knows the rules for handling and using firearms safely and that they can demonstrate them. It goes without saying that this is absolutely necessary and is demanded at every session where firearms are used or are present.
- 8) Know, respect and adhere to the SCTP Rules (published in the SSSF's *SCTP Official Handbook*) and ensure that all participants know and follow the rules of the SCTP.
- 9) Ensure a safe, friendly and FUN-filled positive learning environment conducive to the development of ALL athletes registered in the program.
- 10) Ensure that all firearms are in proper and safe operating condition and that associated equipment is adequate and proper.

- 11) Constantly evaluate participants for injury, safety violations and mental state.
- 12) Accept the responsibility for supervising and controlling their respective team participants at all SCTP events at all times. Teams will not be allowed to participate in SCTP activities without their coach or other qualified and responsible parent on-site.
- 13) Provide CLOSE SUPERVISION and personal attention at all times when participants are handling firearms or are in an area where firearms are being stored or used.
- 14) Conduct practices on a regular basis.
- 15) Know the established emergency plans of the club or facility.
- 16) Agree that the following behavior will not be tolerated by ANY individuals (including, but not limited to, athletes, parents, coaches, officials, and adult volunteers) associated with the SSSF's SCTP. Violation of this policy can constitute grounds for disciplinary action, including dismissal, as a volunteer from the SCTP program:
  - ▶ Offensive language or obscenities.
  - ▶ Verbal or physical actions or neglect that might bring emotional, psychological or physical harm or humiliate any individual (this includes failing to provide adequate safety measures and care or supervision).
  - ▶ Sexual harassment, sexual exploitation, or other actions of a sexual nature.
  - ▶ Discrimination due to race, color, national origin, religion, sex, age, disability or sexual orientation.
  - ▶ Consuming or condoning the use of alcohol or illegal drugs before or during SCTP events or being in possession of or under the influence of alcohol or illegal drugs.
  - ▶ Other behavior deemed inappropriate by the SCTP National Office or violates state or federal laws.
- 17) Take and complete the *DOUBLE-GOAL COACH COURSE*.

All coaches and adults registered with the SCTP serve strictly as a volunteer and that service is solely at the discretion and pleasure of the SSSF. Volunteers agree that SCTP National Headquarters may at any time, for whatever reason, terminate a volunteer's service. In the same manner, a volunteer may decide him or herself to terminate his or her service at any time for whatever reason.

- ▶ Participation as a coach or adult volunteer in the SCTP shall not create or be misrepresented as creating any employment, independent contractor, partnership, agency or any other relationship between the Coach and the SSSF or any of its affiliated companies.
- ▶ Other behavior that is deemed inappropriate by the SCTP National Office or violates state or federal laws.

A Coach may not solicit contributions or other assistance from third parties using SSSF's name. A Coach may, however, engage in solicitation activities in the Coach's own name or, with their approval, the name of the Coach's gun club, shooting facility or other organization in order to support the team's SCTP activities.

Volunteers who fail to act in the best interests of the SCTP or who are found in violation of SCTP rules and policies, including these General Guidelines, shall be subject to disciplinary action, up to and including dismissal from the SCTP program.

Incidents of suspected or observed violations of these General Guidelines or other SCTP rules and policies by volunteers should be reported in writing to the State Advisor. The Advisor will investigate the alleged offense and take corrective action if deemed necessary. A report of action taken will be communicated to the SSSF. Any suspected or observed abuse of SCTP youth participants or other illegal conduct by volunteers should be reported immediately to local law enforcement and to the State Advisor.

In the event that State Advisor is unable to correct a problem, he or she will submit a copy of the written report and a written request for assistance to the SSSF. The SSSF will treat all written complaints of alleged or actual misconduct by volunteers seriously and will investigate such complaints promptly. False or malicious claims against volunteers WILL NOT be tolerated. Volunteers who are subject to disciplinary action will have the opportunity to appeal any disciplinary action taken against them by contacting the SSSF National Office in writing. All decisions of the SSSF following its review are final.

These General Guidelines for SCTP Assistant Coaches and Adult Volunteers are subject to change. Changes may be implemented even if they have not been communicated and may supersede, modify or eliminate existing guidelines.